

2/1/04

PENDLETON DISTRICT WORKFORCE INVESTMENT BOARD

"A Partnership That Works"



May 18, 2004

The Honorable Harry Hamilton
Oconee County Council
415 South Pine Street
Walhalla, South Carolina 29691


Dear Mr. Hamilton:

In February of 2000, the Pendleton District Workforce Investment Board submitted its 5-Year Strategic Plan to the Governor. This plan was approved. The third annual modification is now due to the state.

Modifications include significant changes in local economic conditions, changes in the financing available, changes in the local Board structure and/or membership, changes in the system, revised strategies to meet performance goals, and any other definitions or policy changes. You will find enclosed a copy of the board's modification to the plan.

As Interim Administrator of Oconee County, I will need your signature on this modification. Please let me know if you would like me to present this document to County Council. If there are any questions regarding this matter, please contact me at (864) 646-1827.

Sincerely,


Julia Sermons Hoyle
Director



Workforce Investment Act

Instructions for Program Year 2004

Modification to the

Local Five-Year Strategic Plan

PART I

Local Areas must address all items in Part I.

A. Identifying Information

Workforce Investment Area Name Pendleton District

Submission Date April 16

Name(s) and Title(s) of Chief Elected Official(s)
Clint Wright, Anderson County Council Chairman Harry Hamilton, Oconee County Interim Supervisor Ron Harrison, Pickens County Council Chairman
Address(es) of Chief Elected Official(s)
PO Box 8002, Anderson, SC 29624 415 South Pine Street, Wehalla, SC 29691 222 McDaniel Avenue, Pickens, SC 29671
Name of Local Workforce Investment Board or Alternative Entity
Pendleton District Workforce Investment Board
Name of WIB or Alternative Entity Chairperson
Leon "Bulch" Harris
Address of WIB or Alternative Entity Chairperson
PO Box 565, Honea Path, SC 29654
Telephone Number: 864-369-7395, Ext.201
Facsimile Number: 864-369-2596
E-mail Address: leon.harris@timken.com
Name and Title of Workforce Investment Area Contact Person
Julia Sermons Hoyle, Director
Address of Workforce Investment Area Contact Person
PO Box 587, Pendleton, SC 29670
Telephone Number: 864-646-1827
Facsimile Number: 864-646-2814
E-mail Address: jsermons@scacog.org

B. Systems Update

1. Provide the current status of the Workforce Investment Board (WIB).

- If your board is a WIB, complete section A of the Board Composition Form and WIB Membership Form A.

Attached

- If your board is an alternative entity, complete section B of the Board Composition Form and WIB Membership Form B.
2. If there are vacancies on your board, indicate how long these seats have been vacant, what is being done to fill them and when the vacancies are anticipated to be filled. Specify any special problems you are having in filling the vacancies.

There are currently four private sector vacancies on the board. One board member sent a letter of resignation in January 2004 due to a career move that took him from the area. Another board member sent a letter of resignation in February 2004 also due to a career move that took him from the area.

During its meeting in February, the Membership and Governance Committee decided to remove two board members due to lack of attendance. The committee is in the process of recruiting four new members to fill these positions and expects to have them filled by the May Board meeting.

Additionally, the Membership and Governance Committee has recently decided to increase the board membership to 35 as allowed in the current by-laws filling the extra positions with private sector members. This would bring the private sector membership to 60%, well above the required 51%. Thus allowing the committee time to carefully refill a vacancy while remaining in compliance with the Act. Once approved by the board, this action will create six more vacancies on the board. These should be filled by July 1.

3. Using the Youth Council Membership Form, provide the current status of the Council.

Attached

4. If you have vacancies on the Youth Council, indicate how long these seats have been vacant, what is being done to fill them and when the vacancies are anticipated to be filled.

No vacancies exist.

5. Provide a copy of your local area's **priority of service policy**.

Attached

6. The SWIAD issues updated WIA Family Income Guidelines for SC after receiving DOL's updated LLSIL guidelines. This usually occurs in May. Therefore, you are asked to submit your local area's **self-sufficiency** definition for adults and dislocated workers and the corresponding Self-Sufficiency Guidelines chart(s) no later than 30 days after issuance of updated WIA Family Income Guidelines for SC.

Section 663.230 of the Federal Regulation outlines the minimum criteria that must be used by local boards in establishing their self-sufficiency policies. While the methodology for adults utilizes the lower living standard income level (LLSIL), an exception to this requirement is included for dislocated workers. For this customer group, self sufficiency may be defined in relation to a percentage of the lay-off wage (this approach is recommended).

7. How is the sixth youth eligibility criterion ('requires additional assistance to complete an educational program, or to secure and hold employment') in Section 664.200(c)(6) of the Regulations defined and documented in your local area?

The Pendleton District Workforce Investment Area has identified the following as the sixth eligibility criterion: If the youth has a physical or mental disability that results in a substantial barrier to employment. Documentation that may be used to verify this information includes a letter that states the disability and its limitations from the school psychologist, SC Vocational Rehabilitation, or a physician.

8. Up to five percent of youth may be individuals who do not meet the minimum income criteria to be considered eligible youth, but who face serious barriers to employment. List the additional barrier(s) identified by the LWIB.

The youth contractor is allowed to serve up to 5% of youth who do not meet the income criterion but are within one or more of the following categories:

- School dropout
- Basic skills deficient
- Are one or more grade levels below the grade level appropriate to the individual's age
- Pregnant or parenting
- Posses one or more disabilities, including learning disabilities
- Homeless or runaway
- Offender
- Has a physical or mental disability that results in a substantial barrier to employment

9. Define the point of registration your local area has adopted for adults, dislocated workers and youth.

Adults/Dislocated Workers-When an individual enters the One-Stop center, and initial assessment is made of their needs. Core services in the One-Stops are open to everyone. No registration is needed. Every effort is made to document core services. If an individual is unable to find a job using core services, he/she may be referred to intensive services. However, before a referral can be made, the individual must have participated in at least three core services one of which must be three verified job contacts. The intensive services case manager will meet briefly with the individual to determine the suitability of intensive services for the individual. If it is determined that intensive services are needed, the individual will be registered upon receipt of the first staff assisted services provided by the Intensive Services case manager. The Pendleton District does not have a Core B level of services. If a participant needs additional help beyond Core Services, they should be enrolled in intensive Services.

Youth-The youth contractor recruits participants for the youth program. The youth contractor provides an initial assessment of needs during the outreach services. Individuals are then sent for eligibility certification. Provided the individual completes the paperwork for eligibility, the youth contractor receives the paperwork. The individual is registered upon receipt of the first staff assisted service provided by the youth contractor staff.

10. What is your point of exit for adults, dislocated workers and youth?

The point of exit for adults, dislocated workers, and youth is the point when the participant has a known completion date from WIA-funded or non-WIA funded partner services and no other services are needed. A soft exit may occur when a participant does not receive any WIA-funded or non-WIA funded partner services for ninety days (90) and is not scheduled for future services (other than follow-up services).

Furthermore, for adults, dislocated workers, and older youth, the case managers evaluate the participant's amount of self-sufficiency. If the participant has not reached an adequate degree of self-sufficiency, they are considered still in need of services and the case manager will continue to provide necessary services to help them reach self-sufficiency.

11. Describe the process that will be used to procure and award contracts/grants for your PY 2004 youth programs.

The youth contracts are awarded using a competitive procurement process. The Request for Proposals (RFP) is developed with input from the Youth Council. Public notice is given in the three major local newspapers. A bidders conference is held to answer questions. The Oversight and Finance Committee along with two members of the Youth Committee review the applications and make a recommendation to the full board for funding of contracts.

The proposals are evaluated by the following criteria:

- Probable program effectiveness
- Approach and staff job descriptions to indicate the offeror's capability
- Proposed performance
- Cost reasonableness
- Responsiveness to the Request for Proposals

C. Quarterly Service Plans

1. Complete an Expenditure Plan for each fund stream and for the administration cost pool.

Attached

2. Using the accompanying instructions, complete the appropriate Registrant Plan for each funding stream.

Attached

D. Public Review and Comment

Describe the process the local area used to give the public an opportunity for review and comment. Include a summary of comments received.

The public was advised of the opportunity for public comment through a public notice published in three local major papers. The opportunity for public comment was offered during the Board's regular business meeting on Thursday, March 18, 2004. No comments were received. A copy of the notice is attached.

E. Signatures

The local plan modification must bear the signatures of the Chairperson of the local board and the appropriate Chief Elected Official(s). Use the enclosed signature sheet.

Attached

Note: Use the enclosed Modification Checklist to ensure that all Part I items have been addressed. Include the completed Checklist with your submission.

Attached

PART II

In this part, complete only those items for which significant changes have occurred or are projected to occur.

A. Local Area Goals

Describe significant changes that have taken place in the local area's strategic economic and workforce goals since submission of your last plan modification.

In November 2003 the Pendleton District Workforce Investment held its annual strategic planning retreat. The retreat was the culmination of several months of work by the strategic planning committee. Each committee took responsibility for the strategies that most closely pertained to its work. The strategies then became a part of the committees' workplans. The workplans are attached to this plan.

Additionally, the Board decided to develop a new committee. The Oversight and Finance committee is charged with oversight of contracts, administrative budget, and personnel.

B. Assessment

1. Describe significant changes that have shaped the economic environment of the local area since the submission of your last plan modification.

While the numbers of layoffs have slowed, the area continues to deal with the large number of employees laid off in recent years. As a result, the planned number of participants to be served this year indicates an increase in enrollment.

2. Describe any changes in management, configuration or naming of your area's one-stop centers that occurred in PY 2003 or are planned in PY 2004. Include the addition and/or deletion of one-stop centers.

Due to the relatively low number of people being served in the Tri-County Technical College One-Stop Workforce Center, the board investigated the possibility of closing this location. After discussions, it was mutually agreed to close this One-Stop at the end of November 2003. With this closure, there are still three One-Stop Workforce Centers in the Pendleton District Workforce Investment Area, one in each of the county Employment Security Commission Offices. The Anderson County locations continues to be our Comprehensive One-Stop.

All participant files that were located at the Tri-County Tech location have been relocated to one of the other three centers. Participants are able to receive services in the county in which they reside.

C. Changes in Services

1. Describe any significant changes in services to adults and/or dislocated workers in your area.

No significant changes in services are planned for adults or dislocated workers.

2. Describe any significant changes in services to youth in your area.

The board staff began last year compiling a list of local area youth service providers. Not only was this list used to recruit and revitalize the Youth Council but also to increase the awareness of the multitude of services available in our community. We are in the process of turning this list into a resource directory.

This list was also used to convene a Youth Services Roundtable in March. During this roundtable we discussed the Workforce Investment Act and its purpose and each agency described its services. We also gained a better idea of the duplication and gaps in services to youth. At the end, those agencies that were interested gave their contact information to receive the Request for Proposals.

The Pendleton District has sent out a Request for Proposals (RFP). The applications are due by May 7. While the services to youth will not change, it is possible the contractor(s) delivering the services will change. If this happens, the board staff will work closely with the new contractor(s) to ensure quality services are delivered and participants will notice very little if any change.

3. Describe how the local area will ensure that services are provided promptly and efficiently to non-English speaking customers.

All posters, forms, and handouts have been translated into Spanish. If not on site, interpreters are available upon request. A certifier in the Comprehensive One-Stop speaks fluent Spanish. The WIB provided training this past year for contractor staff. The class was "Spanish for Requesting Personal Information and Data."

Additionally, the Pendleton District has contracted with Language Solutions to provide an "English on the Job" training Lab. This Voice Recognition Software will be set up on 10 laptops. We are partnering with Adult Education to pilot this program in Anderson County. Adult Education will provide the instructors and the WIB will provide the laptops and software. Initially the lab will be set up in the One-Stop. Since they are laptops, we anticipate going out into the community to churches or community centers and offering this program. The curriculum includes 1) Job Search & Employment Basics: how to apply for work, resume writing, interviewing and OSHA; and 2) Worker Safety: medical, fire, and tornado emergency, and basic first aid.

Other curriculum available are 1) Probation, 2) Drivers Permit Examination, 3) US Citizenship Examination, and 3) Housing Rights. These could possibly be added at a later date.

AnMed Hospital is also looking at this program for the Health Care Curriculum, which included 1) Health Care Worker Job Tasks, 2) Health Care Worker Test Prep, and 3) Certified Nursing Assistant Test Prep. It is possible that we could also partner on this initiative. We could use the Introduction as an outreach method then work with the Hospital to deliver the occupational literacy training.

4. Identify any faith-based activities your local area is involved in, including coordination and collaboration efforts.

One of the community based organization representatives on the board is from a faith-based organization, Anderson Interfaith Ministries. This representative has attended several Southeastern Employment and Training Association Conferences. Through which she has made several contacts with the faith-based initiative liaisons with the Department of Labor. Last year we assisted them in applying for a faith-based grant through the Department of Labor. Although they did not receive the grant, we set the foundation in applying for further grants. They are considering applying for two of the current faith based initiatives through the Department of Labor. One of them is an Intermediary Grant that is only available to Workforce Investment Boards partnering with faith-based organizations. The other is a Grant for Small Grassroots Organizations to partner with the One-Stops.

The faith-based organizations have a presence in the One-Stops. The faith-based organizations collaborate with the One-stops and its partners to identify needs in the community and cooperate in the delivery and coordination of services to meet those needs. The One-Stops make referrals to the faith-based organizations for supportive services such as transportation, childcare, and emergency financial assistance. The faith-based organizations rely on the One-Stops for workshops, job referrals, and occupational training.

D. Fund Transfers

If a transfer between the adult and dislocated worker fund streams is requested, indicate it here. Explain the rationale and indicate the impact of the transfer to both titles.

No transfers are planned at this time.

BOARD COMPOSITION FORM

LOCAL WORKFORCE INVESTMENT AREA: Pendleton District

Complete the applicable section below:

Denote any multiple representation with asterisk (*) and explanation

A. COMPOSITION OF THE LOCAL WORKFORCE INVESTMENT BOARD
 Complete this section if your board was originally established as a WIB.

Total Number of Members (total number of seats)	_____	29
Number & Percent Representing Business	# <u>15</u>	% <u>52</u>
Number Representing Education	_____	2*
Number Representing Labor	_____	2
Number Representing Community Based Organizations	_____	2*
Number Representing Economic Development	_____	2
Number Representing Mandatory One-Stop Partners	_____	7*
Number Representing Additional One-Stop Partners	_____	0
Number Representing Other Category	_____	1

- * *Education and One-Stop Partners duplication represents the President of Tri-County Technical College*
- * *Community Based Organizations and One-Stop Partners duplication represents the SHARE Representative*

WIB MEMBERSHIP FORM A

Complete this form if your board was originally established as a WIB. Enter the board member names and their affiliated business/agency/institution. Indicate vacancies in the appropriate categories.

LWIA Name: Pendleton District

Business Representatives		Labor Organizations	
Leon "Butch" Harris, Timken		Brenda Scotland, GMPP & AW, Local 15	
Ed Farris, Management Recruiters Pickens County		Hugh Foster, CWA Local 3702	
		Education Entities	
Hugh Carroll, Milliken & Company		Ronnie Booth, Tri-County Technical College	
Claude Leitzsey, Michelin Tire Corp.		Thomas Chapman, Anderson School District 2	
		Community-Based Organizations	
Doug Douglas, AnMed		Krsti King, Anderson Interfaith Ministries	
Gary Justice, Ohio Gear/Richmond Gear		Anne Holiday, SHARE	
		Economic Development Agencies	
Craig Brandon, Consultant		William Ward, Anderson Economic Development	
Russ Karpick, Square D Company		Ray Farley, Alliance Pickens	
		One-Stop Partners	
Bill Creech, Honeywell		WIA Title I-B	Eddie Wynn, Appalachian Council of Governments
Lawrence Nichols, Clemson University		Wagner Peyser	Joyce Smith, SC Employment Security Commission
Randy Bunch, Bosch		Adult Ed. & WIA Title II	Charan Lee, Anderson Districts 1 & 2
Vacant (January 2004)		Vocational Rehab.	Robert Oppermann, SC Vocational Rehabilitation
Vacant (February 2004)		Welfare To Work	Eddie Wynn, Appalachian Council of Governments
Vacant (February 2004)		Older Americans	Eddie Wynn, Appalachian Council of Governments
Vacant (February 2004)		Perkins Voc. Ed.	Ronnie Booth, Tri-County Technical College
		TAA & NAFTA	Joyce Smith, SC Employment Security Commission
		Vet's ES & Disability	Joyce Smith, SC Employment Security Commission
		C Services BG E&T	Anne Holiday, SHARE
		HUD E&T	Melvin Martin, SC Regional Housing Authority
		UI	Joyce Smith, SC Employment Security Commission
		Other	Don Garrison, Citizen

YOUTH COUNCIL MEMBERSHIP FORM

Enter the youth council member names and their affiliated business/agency/institution. Indicate any vacancies in the appropriate categories. Place an asterisk (*) beside the Youth Council Chairperson's name.

WIB Members			Subcategory
Hugh Carroll *	Two	Miliken-Cushman-Private Sector	
Kristi King	Mandatory	Anderson Interfaith Ministries	
Brenda Scotland		GMP-Local 15, Organized Labor	
Anne Holiday		SHARE	
Youth Service Agencies			Subcategory
Jim Grantham	Two	Department of Juvenile Justice	
Lyn Merchant	Mandatory	Pre-Trial Intervention	
Ron Dillingham		Alternative School Director	
Public Housing Authorities			Subcategory
Marion Tarrant	Two	Anderson Housing Authority	
Malvin Martin (Board Member also)	Mandatory	SC Regional Housing Authority	
Parents/Youth Participant			Subcategory
Oliver Mercer	Two	Parent	
Felicia Chappell	Mandatory	Parent	
Youth Activities Experienced			Subcategory
Nicole Boseman	Two	Anderson Dist 5/School-to-Work	
Danny Fahey	Mandatory	Pickens Co. School-to-Work	
Larry Dryden		Pickens Co. YMCA Director	
Katherine Zorn		Partnership for Acad. & Career Educ.	
Job Corps Representatives			Subcategory
	Two		
	Mandatory*		
Others			Subcategory
Rev. Thomas Davis		Communities and Schools	
Polly Edwards		AO Council on Teen Pregnancy Prev.	
Sandra Pruitt		Family Friends/Dept. Social Services	
Sam Drew		National Dropout Prevention	

* Two Job Corps representatives are mandatory only if there is a Center Located in the area.

Pendleton District Workforce Investment Area Priority of Service Policy

Section 134(b)(4)(E) of the Workforce Investment Act states: In the event that funds allocated to a local area for adult employment and training activities are limited, priority shall be given to recipients of public assistance and other low-income individuals for intensive services and training services.

The Pendleton District Workforce Investment Board has established the following Priority of Service Policy. Funds are not limited for Intensive Services; therefore, no priority of services will be imposed until a participant is being considered for training services. Once a participant is considered for training services and has completed the eligibility requirements for core and intensive services, the following priorities shall be established.

- Recipients of public assistance including but not limited to Food Stamp and TANF Recipients
- Low Income
- Under-employed Individuals
- Disabled individuals
- Veterans
- High School Dropouts
- Displaced Homemakers
- Offenders:
- Homeless Individuals
- Individuals who are basic skills deficient
- High School dropouts
- Migrant & Seasonal Farmworkers
- Women and Minorities

PY 2004 QUARTERLY EXPENDITURE PLAN

Local Area: Pendleton District

Contact: Julia Simmons-Hoye

Phone: 861-616-1827

Funding (circle one): Adult

QUARTER 1		QUARTER 1			
Total Funds Available		Total Funds Expended YTD	% of Total	Total Funds Obligated	% of Funds Obligated
New	\$ 953,734				
Carry Over	\$ 378,330				
Total	\$ 1,342,064	\$ 197,938	10%	\$ 804,938	83%

QUARTER 2		QUARTER 2			
Total Funds Available		Total Funds Expended YTD	% of Total	Total Funds Obligated	% of Funds Obligated
Total	\$ 1,042,064	\$ 427,259	41%	\$ 804,938	83%

QUARTER 3		QUARTER 3			
Total Funds Available		Total Funds Expended YTD	% of Total	Total Funds Obligated	% of Funds Obligated
Total	\$ 1,042,064	\$ 708,624	68%	\$ 1,042,064	100%

QUARTER 4		QUARTER 4			
Total Funds Available		Total Funds Expended YTD	% of Total	Total Funds Obligated	% of Funds Obligated
Total	\$ 1,042,064	\$ 937,865	90%	\$ 1,042,064	100%

*For each fund stream (Adult, Dislocated Worker and Youth), complete a Quarterly Expenditure Form that addresses program funds only.

*Complete a separate Quarterly Expenditure Form that addresses administration funds only.

*Use cumulative amounts for each quarter.

PY 2004 QUARTERLY EXPENDITURE PLAN

Local Area: Pendleton District

Contact: Julia Semoris-Hoye

Phone: 954-646-1827

Funding (circle one): Dislocated Worker

QUARTER 1		QUARTER 1		QUARTER 1		QUARTER 1	
Total Funds Available		Total Funds Expended YTD	% of Total	Total Funds Obligated	% of Funds Obligated		
New	\$ 938,489						
Carry Over	\$ 438,571						
Total	\$ 1,378,060	\$ 303,173	22%	\$ 1,143,700	83%		

QUARTER 2		QUARTER 2		QUARTER 2		QUARTER 2	
Total Funds Available		Total Funds Expended YTD	% of Total	Total Funds Obligated	% of Funds Obligated		
Total	\$ 1,378,060	\$ 592,566	43%	\$ 1,143,700	83%		

QUARTER 3		QUARTER 3		QUARTER 3		QUARTER 3	
Total Funds Available		Total Funds Expended YTD	% of Total	Total Funds Obligated	% of Funds Obligated		
Total	\$ 1,378,060	\$ 851,958	61%	\$ 1,378,060	100%		

QUARTER 4		QUARTER 4		QUARTER 4		QUARTER 4	
Total Funds Available		Total Funds Expended YTD	% of Total	Total Funds Obligated	% of Funds Obligated		
Total	\$ 1,378,060	\$ 1,171,351	85%	\$ 1,378,060	100%		

*For each fund stream (Adult, Dislocated Worker and Youth), complete a Quarterly Expenditure Form that addresses program funds only.

*Complete a separate Quarterly Expenditure Form that addresses administration funds only.

*Use cumulative amounts for each quarter.

PY 2004 QUARTERLY EXPENDITURE PLAN

Local Area: Pendleton District
 Contact: Julia Semmons-Hoyle
 Phone: 854-646-1827
 Funding (circle one): Youth

QUARTER 1		QUARTER 1			
Total Funds Available		Total Funds Expended YTD	% of Total	Total Funds Obligated	% of Funds Obligated
New	\$ 724,346				
Carry Over	\$ -				
Total	\$ 724,346	\$ 217,304	30%	\$ 724,346	100%

QUARTER 2		QUARTER 2			
Total Funds Available		Total Funds Expended YTD	% of Total	Total Funds Obligated	% of Funds Obligated
Total	\$ 724,346	\$ 376,960	52%	\$ 724,346	100%

QUARTER 3		QUARTER 3			
Total Funds Available		Total Funds Expended YTD	% of Total	Total Funds Obligated	% of Funds Obligated
Total	\$ 724,346	\$ 550,503	76%	\$ 724,346	100%

QUARTER 4		QUARTER 4			
Total Funds Available		Total Funds Expended YTD	% of Total	Total Funds Obligated	% of Funds Obligated
Total	\$ 724,346	\$ 724,346	100%	\$ 724,346	100%

- *For each fund stream (Adult, Dislocated Worker and Youth), complete a Quarterly Expenditure Form that addresses program funds only.
- *Complete a separate Quarterly Expenditure Form that addresses administration funds only.
- *Use cumulative amounts for each quarter.

PY 2004 QUARTERLY EXPENDITURE PLAN

Local Area: Pendleton District

Contact: Julia Simmons-Hays

Phone: 861-645-1827

Funding (circle one): Administration

QUARTER 1		QUARTER 1			
Total Funds Available		Total Funds Expended YTD	% of Total	Total Funds Obligated	% of Funds Obligated
New	\$ 258,507				
Carry Over	\$ 37,890				
Total	\$ 296,397	\$ 80,027	27%	\$ 296,397	100%

QUARTER 2		QUARTER 2			
Total Funds Available		Total Funds Expended YTD	% of Total	Total Funds Obligated	% of Funds Obligated
Total	\$ 296,397	\$ 167,030	53%	\$ 296,397	100%

QUARTER 3		QUARTER 3			
Total Funds Available		Total Funds Expended YTD	% of Total	Total Funds Obligated	% of Funds Obligated
Total	\$ 296,397	\$ 231,130	78%	\$ 296,397	100%

QUARTER 4		QUARTER 4			
Total Funds Available		Total Funds Expended YTD	% of Total	Total Funds Obligated	% of Funds Obligated
Total	\$ 296,397	\$ 296,397	100%	\$ 296,397	100%

*For each fund stream (Adult, Dislocated Worker and Youth), complete a Quarterly Expenditure Form that addresses program funds only.

*Complete a separate Quarterly Expenditure Form that addresses administration funds only.

*Use cumulative amounts for each quarter.

PY 2004
Quarterly Adult Registrant Plan

Pendleton District

	1st Quarter 07/01/04 9/30/2004	2nd Quarter 10/01/04 12/31/04	3rd Quarter 01/01/05 03/31/05	4th Quarter 04/01/05 06/30/05
	G	H	I	J
REGISTRANTS				
A1. Carryovers from PY Ending 6/30/2004	158	158	158	158
A2. Plan Number of New WIA Registrants Each Quarter	51	19	60	22
A3. Total Cumulative Registrants	209	228	288	310
EXITS				
B1. Plan Number of Exits During the Quarter	25	37	24	47
B2. Total Cumulative Exits	25	62	86	133
ON BOARD				
C1. On Board at the End of Each Quarter	184	166	202	177
IN TRAINING				
D1. Plan Number in Training During the Quarter	80	75	89	85
CORE B and INTENSIVE SERVICES				
E1. Plan Number to Receive Core B Services During the Qtr	0	0	0	0
E2. Plan Number to Receive Intensive Services During the Qtr	184	166	202	177

PY 2004
Quarterly Dislocated Workers Registrant Plan

Pendleton District

	1st Quarter 07/01/04 9/30/2004	2nd Quarter 10/01/04 12/31/2004	3rd Quarter 01/01/05 03/31/05	4th Quarter 04/01/05 06/30/05
	G	H	I	J
REGISTRANTS				
A1. Carryovers from PY Ending 6/30/04	221	221	221	221
A2. Plan Number of New WIA Registrants Each Quarter	75	25	80	30
A3. Total Cumulative Registrants	296	321	401	431
EXITS				
B1. Plan Number of Exits During Each Quarter	50	64	34	63
B2. Total Cumulative Exits	50	114	148	211
ON BOARD				
C1. On Board at the End of the Quarter	246	207	253	220
IN TRAINING				
D1. Plan Number in Training During the Quarter	115	110	120	110
D2. Plan Number in Non WIA Training During the Quarter	30	27	32	25
D3. Total Plan Number in Training During the Quarter	145	137	152	135
CORE B and INTENSIVE SERVICES				
E1. Plan Number to Receive Core B Services During the Qtr.	0	0	0	0
E2. Plan Number to Receive Intensive Services During the Qtr.	246	207	253	220

PY 2004
Quarterly Youth Registrant Plan

Pendleton District

	1st Quarter: 07/01/04 9/30/2004		2nd Quarter: 10/01/04 12/31/04		3rd Quarter: 01/01/05 03/31/05		4th Quarter: 04/01/05 06/30/05	
	D		E		F		G	
OLDER YOUTH (Age 19-21)								
A1. Carryovers from PY Ending 6/30/04	8		8		8		8	
A2. Plan Number of New WIA Registrants Each Qtr.	8		17		15		10	
A3. Total Cumulative Registrants	16		33		48		58	
A4. Plan Number of Exits During the Quarter	8		8		15		17	
A5. Total Cumulative Exits	8		16		31		48	
A6. On Board at the End of the Quarter	8		17		17		10	
YOUNGER YOUTH (Age 14-18)								
B1. Carryovers from PY Ending 6/30/04	0		0		0		0	
B2. Plan Number of New WIA Registrants Each Qtr.	50		35		50		25	
B3. Total Cumulative Registrants	50		85		135		160	
B4. Plan Number of Exits During Each Quarter	0		50		50		50	
B5. Total Cumulative Exits	0		50		100		150	
B6. On Board at the End of the Quarter	50		35		35		10	
TOTAL YOUTH								
G1. Carryovers from PY Ending 6/30/04	8		8		8		8	
G2. Total Plan Number of New WIA Registrants Each Qtr.	58		52		65		35	
G3. Total Cumulative Registrants	66		118		183		218	
G4. Total Plan Number of Exits Each Quarter	8		58		65		67	
G5. Total Cumulative Exits	8		66		131		198	
G6. Total on Board at the End of the Quarter	58		52		52		20	

SIGNATURE SHEET

For

ANNUAL PLAN MODIFICATION to FIVE YEAR STRATEGIC PLAN

Submission Date: April 16, 2004

Leon "Butch" Harris

Board Chairperson Signature

Date

Clint Wright, Anderson County Council

Chief Elected Official Signature

Date

Harry Hamilton, Oconee County Council

Chief Elected Official Signature

Date

Ron Harrison, Pickens County Council

Chief Elected Official Signature

Date

LWIA Plan Modification Checklist

- X 1. Cover Page with LWIA identified
- X 2. Identifying Information
- X 3. Board Composition Form
- X 4. WIB Membership Form A (if applicable)
- 5. WIB Membership Form B (if applicable)
- X 6. Youth Council Membership Form
- X 7. Priority of Service Policy
- X 8. Self-Sufficiency Policy for Adults and Dislocated Workers
- X 9. Definition of the Local Area's sixth youth eligibility criterion
- X 10. List of additional youth barriers for 5% window
- X 11. Definitions of Registration
 - Adults/ Dislocated Workers
 - Youth
- X 12. Definitions of Exit
 - Adults/ Dislocated Workers
 - Youth
- X 13. Description of process used to procure and award youth contracts/grants
- X 14. PY 2004 Quarterly Expenditure Plans
 - Adults
 - Dislocated Workers
 - Youth
 - Administration
- X 15. PY 2004 Quarterly Registrant Plans
 - Youth
 - Adult
 - Dislocated Workers
- X 16. Description of public review process & summary of comments
- 17. Signed Signature Sheet (Working on this)
- X 18. Pages numbered and font size of 12 or larger used
- X 19. Plan Modification submitted to SWIAD
 - One (1) original (labeled)
 - Ten (10) copies
 - Electronic copy by e-mail or diskette

PUBLIC NOTICE

In early 2000, The Pendleton District Workforce Investment Board (Anderson, Oconee, and Pickens Counties) developed its five-year strategic plan as required in the Workforce Investment Act (WIA) of 1998. The WIA reformed employment and training programs and created a new comprehensive, customer-focused workforce investment system. The legislation provided the framework through which states and localities created a comprehensive and integrated workforce investment system that meets the needs of both workers and employers.

The Local Board is in the process of revising this five-year plan to reflect the changing local economic situation. An opportunity for public comment will be provided at the regularly scheduled Board meeting on Thursday, March 18, 1:00 PM, at the Madren Center on the Campus of Clemson University.

**Questions regarding this matter may be address to Julia Sermons Hoyle, Director,
Pendleton District Workforce Investment Board, PO Box 587, Pendleton, SC 29670,
Telephone 864-646-1827, TDD/Voice 1-800-735-2905.**

**Pendleton District Workforce Investment Board
Membership and Governance Committee
2004 Workplan**

STRATEGY: Develop a Board information and training program that facilitates effective service and support between Board members and community organizations and resources.

- **Define/develop an organizational and operational role for the Board and the individual positions**
 - Review Current membership to see how it fits our service area
 - Update Board operational manual to include bio sheet and member affiliations of each member
 - Develop overview of individual responsibilities of each committee on the Board
- **Develop a training model and tools for Board member use in support of effective Board membership**
 - Modify Director's report to include committee progress, contract updates, and any other initiatives of the Board on a quarterly basis.
 - Provide continuing education of Board Members (model)

**Pendleton District Workforce Investment Board
Oversight and Finance Committee
2004 Workplan**

STRATEGY: Develop a Board information and training program that facilitates effective service and support between Board members and community organizations and resources.

- **Develop a working blueprint for the Board's role, scope, responsibility, and process**
 - Develop a Board timeline of events
 - A. Contracts including cash flow and performance
 - B. Request for Proposals
 - Report to the board each meeting on performance and expenditures
 - **Maintain Oversight of Contracts**
 - Review all applications for contracts for services
 - Review jointly with the appropriate committee all applications pertaining to that committee's work (i.e. contracts for youth service providers)
 - **Maintain Oversight of Administrative Budgets**
 - Annually review proposed budget

- Report to the board each meeting planned versus actual expenditures
- Maintain Oversight of Administrative Personnel
- Periodically review personnel job descriptions
- Recommend appropriate staffing of the board
- Committee chair and/or Board chair will have input into the annual performance reviews prior to presentation to staff

**Pendleton District Workforce Investment Board
Standards and Performance Committee
2004 Workplan**

STRATEGY: Establish performance driven centers of excellence with mutually supportive and quantitative goals and measures.

- **Redefine operating objectives**
 - Move from an audit committee to a guidance/steering committee
 - Request new business plan from One-Stop Consortium (deadline March 2004)
 - Assist One-Stops in accomplishing goals
 - Single point of contact for all One-Stops (done)
- **Redefine operating measures (performance matrix)**
 - Develop new performance measures (deadline February 2004)
- **Link objectives to performance measures and track progress**
 - Develop new performance measures (deadline February 2004)
 - Use Secret Shopper program as a monitoring tool with corrective actions and follow-up
- **Additional Goal: Win the Outstanding One-Stop Center Award at the State Conference in Fall 2004**

**Pendleton District Workforce Investment Board
Youth Committee
2004 Workplan**

STRATEGY: Create an environment in which youth understand the background, demands, and educational requirements of career opportunities within our area (link business and student's needs).

- Establish a formal Youth Council Committee
- Recommend that existing Board members be the Youth Committee (Completed)

- **Redefine or enhance Youth Council performance measures**
 - Communicate WIA required performance and enhanced measures to oversight committee
 - Review Youth performance each meeting (On going)
 - Presentation on performance measures during a Youth Council Meeting (April 2004)
 - Look at cost per participant as another measure (On going)
- **Establish effectiveness and contract timing of existing Youth Council service provider**
- Develop a schedule for Board members to visit providers (2 Board members) and staff (On going)

Partner with Marketing Committee on the following:

STRATEGY: Develop a plan to unite available area resources willing to participate in coordinated efforts to promote and mobilize workforce development.

- **Increase Board's inter-organizational relationship with other community resources**
 - Host a Community Resource Forum for Youth Service providers prior to RFP process (March 2004)
 - Host a Youth Service Fair after RFP process (August 2004)
 - Youth Contractor will bring individual participant needs to the Youth Council each meeting to determine the best way to meet that need. Where on going needs occur, the Youth Council should examine the community for ways of filling the gaps (On going)
 - In addition to the "needs" case, Youth Contractor will bring a success story to each Youth Council Meeting (On going)
- **Develop a periodic review process with other community critical resources**
 - Youth Committee will establish criteria for grant proposals and review applications for possible funding (March-June 2004)
 - Look at needs assessment already done
 - Hire someone to look at the assessments to determine the gaps
 - Convene a forum of primary service providers to discuss requirements of youth grant (Community Resource Forum mentioned above)
 - Accept applications from providers for grant funds

**Pendleton District Workforce Investment Board
Marketing Committee
2004 Workplan**

STRATEGY: Construct and execute a comprehensive marketing plan designed to promote the Pendleton District WIB's mission, role, resource base, and services

- **Gather information in order to develop marketing plan**
- Assess current usage by county and type activity to determine geographically priorities for marketing plan
 - Ask staff to prepare usage report with statistics on all services and needs by county to determine activity level.
- Based on information gathered, develop marketing plan for services and counties

- **Develop process and tools to empower Board members for community education (canned presentation, brochure, etc.)**
 - Develop a list of educational tools available to Board members (resources to learn WIB history, status, etc.)
 - Develop a list of affiliations for current and new Board members
 - Need updated board list of current and new board members
 - Cross reference membership relationships with Anderson Independent Mail websites
 - Develop a brochure on the Pendleton District WIB (functions, Board Members, and Charter)
- **Identify and pursue opportunities to communicate the WIB and Board's mission, purpose, resources**
- Develop a list of organizations and frequency they meet for 1) business and industry, 2) social, 3) professional, and 4) civic
- Utilizing information gathered, develop target market
- Execute plan in target markets through staff and WIB members' efforts

Partner with Youth Committee on the following:

STRATEGY: Develop a plan to unite available area resources willing to participate in coordinated efforts to promote and mobilize workforce development.

- **Increase Board's inter-organizational relationship with other community resources**
- **Develop a periodic review process with other community critical resources**
 - Youth Committee will establish criteria for grant proposals
 - Look at needs assessment already done
 - Hire someone to look at the assessments to determine the gaps
 - Convene a forum of primary service providers to discuss requirements of youth grant
 - Accept applications from providers for grant funds

PUBLIC NOTICE

In early 2000, The Pendleton District Workforce Investment Board (Anderson, Oconee and Pickens Counties) developed its five-year strategic plan as required in the Workforce Investment Act (WIA) of 1998. The WIA reformed employment and training programs and created a new comprehensive, customer-focused workforce investment system. The legislation provided the framework through which states and localities created a comprehensive and integrated workforce investment system that meets the needs of both workers and employers.

The Local Board is in the process of revising this five-year plan to reflect the changing local economic situation. An opportunity for public comment will be provided at the regularly scheduled Board meeting on Thursday, March 18, 1:00 PM, at the Madron Center on the Campus of Clemson University.

Questions regarding this matter may be address to Julia Sermons Hoyle, Director, Pendleton District Workforce Investment Board, PO Box 587, Pendleton, SC 29670, Telephone 864-646-1827, TDD/Voice 1-800-735-2905.

APPLICATION FORM FOR TOURISM RELATED PROJECTS

I. APPLICANT

A. Name of Organization WALHALLA AMERICAN LEGION POST #124

B. Address PO BOX 1026

WALHALLA, SC 29581

II. FUNDS REQUESTED

A. ATAX Funds Requested \$ 1,000.00

B. How will ATAX Funds be used? PRINTING AND PROMOTION, AS WELL AS ADVERTISING
EVENTS VIA WEBSITE.

C. Provide an itemized budget. **THIS IS REQUIRED**, attach on a separate sheet.

D. Funds furnished by your organization \$ 8,000.00

Matching grant \$ N/A Source N/A

Other funding \$ N/A Source N/A

III. NARRATIVE PROJECT DESCRIPTION

A. Project Title AMERICAN LEGION BASEBALL

B. Description of project SUMMER BASEBALL PROGRAM SPANNING JUNE, JULY, AND
POSSIBLY AUGUST (PLAYOFFS). BRINGS OTHER AMERICAN LEGION TEAMS AND
THEIR FAN BASES INTO COOKE COUNTY FROM OUTSIDE AREAS LIKE ANDERSON, GREENVILLE,
GREENWOOD, BELTON AND EASLEY.

C. Who will benefit from this project? YOUNG MEN FROM SENECA, TAMASSEE-SALUD,
WALKER AND WEST OAK HIGH SCHOOLS, ALONG WITH CITIZENS THROUGHOUT WOODRIDGE AND
NEIGHBORING COUNTIES, IN ADDITION TO OCONEE COUNTY COMMERCIAL BUSINESS FIRMS
SUCH AS RESTAURANTS, SERVICE STATIONS, HOTELS AND CONVENIENCE STORES.

IV. DATES OF PROJECT

Beginning JUNE 15, 2004 Ending JULY 10, 2004 (POSSIBLY ON THROUGH
AUGUST DEPENDING ON PLAYOFF IMPLICATIONS

V. APPLICANT CATEGORY

Government Entity:
XX Non-profit Organization: Incorporation date JUNE 2001
Eleemosynary Organization under IRS Code: IRS # N/A
Date of Determination Letter N/A

VI. DEMOGRAPHIC DATA

How will the project influence tourism in Oconee County? BRINGING FAN BASES OF
THE AFOREMENTIONED TEAMS INTO OUR COUNTY APPROXIMATELY 3 NIGHTS PER WEEK DURING
THE TWO 4 MONTHS PERIOD OF TIME.

How many visitors/participants attended the event last year and are anticipated
this year? 2,000-2,500

How many of the visitors/participants were from beyond a 50 mile radius of
Oconee County last year and are anticipated this year? 1,500

How many overnight stays were created by this event last year and are anticipated
this year? NO HISTORICAL DATA AVAILABLE TO DOCUMENT, AS THIS WILL BE OUR FIRST
YEAR OF SPONSORSHIP. WE WILL ATTEMPT TO CREATE A MEANS OF TRACKING THIS TYPE
OF DATA DURING THE COURSE OF OUR SEASON.

How do you plan to advertise this event beyond a 50 mile radius of Oconee County? EXTENSIVELY IN SPORTS SECTIONS OF THE GREENVILLE NEWS, ANDERSON INDEPENDENT THE AMERICAN LEGION DEPARTMENT NEWSLETTER WHICH IS DISTRIBUTED STATEWIDE, AND VIA AN INTERNET WEBSITE.

What other documentation can you provide demonstrating this event promotes Tourism in Oconee County? (i.e. photographs, letters from local chambers of commerce, restaurants, shop or accommodations owners) NO HISTORICAL DATA OF THIS TYPE AVAILABLE. WE WILL CREATE SUCH A DOCUMENTATION FILE AS OUR FIRST SEASON UNFOLDS

What records will be kept during this event to obtain the above demographic data? (i.e. guest logs, phone logs, accommodations contracts, website hits, advertising demographics) WILL CONDUCT A SERIES OF CENSUS INTERVIEWS WITH AREA MOTELS, RESTAURANTES, CONVIENENCE STORES, AS WELL AS VISITOR REGISTRATIONS SIGN AT EACH OF OUR HOME GAMES, IN AN ATTEMPT TO GAUGE THE ECONOMIC IMPACT OF OUR PROJECT ON THE LOCAL COMMUNITY.

VII. AUDIT

Does your organization perform an independent audit? Yes _____ No

Name of the Auditor _____

VIII. Will your project be using any funds from another group that received ATAX funds?

I have read the guidelines for the Oconee County Accommodations Grant Request and do hereby agree to comply with all rules and requirements. I understand failure to comply may result in a loss of funding for the project and that all information required for final reporting MUST be detailed when project is complete.

A. Contact Name JERRY DYAR Title FINANCE OFFICER

Signature  Date APRIL 14, 2004

Address PO BOX 1026, WALHALLA, SC 29691

E-mail jerrydyar55@hotmail.com Fax No. 864-718-1026

Phone Number (s) 864-723-5501---864-638-4231---(PAGER) 827-1259

B. Alternate Contact DALE BESSK Title ATHLETIC OFFICER

Address PO BOX 1026, WALHALLA, SC 29691

E-mail N/A Fax No. N/A

Signature  Date APRIL 14, 2004

Phone Number (s) 864-638-1967

Page 4

Oconee County ATAX Grant Application (Rev. 4/01/04)



LEWIS F. BLANCHETT
AMERICAN LEGION POST 124
P. O. BOX 1026
WALHALLA, SOUTH CAROLINA 29691



(ATTACHMENT #1)

(PROJECTED SUBJECT)

ADVERTISING/PROGRAM BOOKS PRINTING, AND WEBSITE ACCESS THROUGH THE STATE
DEPARTMENT OF THE AMERICAN LEGION.....\$3,000.00



JERRY
FINANCE OFFICER

AMERICAN LEGION POST 124
 PO BOX 1026
 WALHALLA, SC 29691

May 27, 2004
 Quote #: 7197
 Tel: (864) 638-4231
 Fax: (864) 718-1028
 Page: 1

Contact: JERRY DYAR

Jerry,

Below is the estimate you requested.

Mike Wallace

Quantity	Description	Sub-Total
	500 72 Page book 60# white paper 2 color cover Camera ready copy	2,836.33

*Accepting Offer
 Mike Wallace*

Ship Via	Sub-Total	Tax Rate %	Tax	Freight Charge	Deposit	Total
CUSTOMER TO	2,836.33	8.000	141.82	0.00	0.00	\$ 2,978.15

GLOBAL GRAPHICS, INC

416 E MAIN ST
SENECA, SC 29678
PH: (864) 888-3009
FAX: (864) 888-0802

Estimate

Date	Estimate #
05/27/2004	1210

Name / Address
American Legion Post 120 ATTN: XXXXXXXXXXXX PO BOX 204 SENECA, SC 29679

Gerry Dyer

Terms
Net 30

Description	Qty	Total
BOOKS PERFECT BOUND 72 PAGES	500	1,400.00
Sales Tax		70.00

Estimate is good for 30 days. If you have any further questions please give us a call.

Signature *Rob Alliman*

ATAX Grant Processing Report
FOR OFFICE USE ONLY

Project Name: _____

Project Amount: _____

Received by: _____ Date: _____

Date presented at meeting: _____

Vote: For _____ Against _____

Recommendations/Alterations: _____

ATAX Liaison

Returned to organization (date): _____

Resubmitted to ATAX: _____ Vote: For _____ Against _____

Corrections/deletions made: _____

Comments: _____

Date presented to County Council: _____ Presenter: _____

Amount approved \$: _____ (or) Rejected \$: _____

Date Funds Disbursed: _____ Interim/ Final Report Due: _____

Interim Reports Presented to Committee: _____

Final Report Received: _____ Funds returned (if any): _____

OCONEE COUNTY ATAX GRANT APPLICATION FORM FOR TOURISM RELATED PROJECTS

I. APPLICANT

A. Name of Organization Westminster Recreation Dept

B. Address P.O. Box 399
Westminster SC 29693

II. FUNDS REQUESTED

A. ATAX Funds Requested \$ 24,999

B. How will ATAX Funds be used? to assist in purchase and installation of Air conditioning system in the Marshall D. Cleveland city gym.

C. Provide an itemized budget. **THIS IS REQUIRED**, attach on a separate sheet.
see notes included

D. Funds furnished by your organization \$ what is needed above \$24,999

Matching grant \$ _____ Source _____

Other Funding \$ _____ Source _____

III. NARRATIVE PROJECT DESCRIPTION

A. Project Title Air conditioning system

B. Description of project see section II B above

C. Who will benefit from this project? all participants who participate in recreational activities in the westminster City Gym. See attached letter from Greg Bruck.

IV. DATES OF PROJECT

Beginning ASAP Ending ASAP

V. APPLICANT CATEGORY

Government Entity: Westminster City

Non-profit Organization: Incorporation date _____

Ectemosynary Organization under IRS Code: IRS # _____

Date of Determination Letter _____

VI. DEMOGRAPHIC DATA

How will the project influence tourism in Oconee County? To attract Basketball tournaments in our County. See attached letter from Greg Bruck

How many visitors/participants attended the event last year and are anticipated this year? 12 teams x 5 persons per team x 2 nights visiting 30 teams total - Tournament Director wants to add more teams.

How many of the visitors/participants were from beyond a 50 mile radius of Oconee County last year and are anticipated this year? see above.

How many overnight stays were created by this event last year and are anticipated this year? 120 each tournament, but would increase if more gyms were available.

How do you plan to advertise this event beyond a 50 mile radius of Oconee County?

YBOA and RYA, both national organizations, advertise events.

What other documentation can you provide demonstrating this event promotes Tourists in Oconee County? (i.e. photographs, letters from local chambers of commerce, restaurants, shop or accommodations owners)

I can provide letters from YBOA and local accommodation owners.

What records will be kept during this event to obtain the above demographic data? (i.e. guest logs, phone logs, accommodations contracts, website hits, advertising demographics)

guest logs and accommodations contracts

VII. AUDIT

Does your organization perform an independent audit? Yes No

Name of the Auditor Joe McCall, Seneca SC

VIII. Will your project be using any funds from another group that received ATAX funds? no

I have read the guidelines for the Oconee County Accommodations Grant Request and do hereby agree to comply with all rules and requirements. I understand failure to comply may result in a loss of funding for the project and that all information required for final reporting MUST be detailed when project is complete.

A. Contact Name Greg Brock Title Oconee County Athletic Director

Signature [Signature] Date 4/28/04

Phone Number (s) 864-888-1488 or 864-723-5502

B. Alternate Contact Herb Poole Title Westminster Recreation Director

Signature _____ Date _____

Phone Number (s) 864-647-3208



415 S. Pine Street
Wadega, South Carolina 29691
(864) 798-1489
parks@occonee.org

OCCONEE COUNTY PARKS, RECREATION & TOURISM

April 26, 2004

ATAX Commission

Dear Commission Members,

I am writing on behalf of Westminster Recreation Department to request funds in the amount of \$24,999 to assist in the purchase and installation of an air conditioning unit in the Marshall D. Cleveland city gym. Three quotes have been obtained (see enclosures). After consultation with the Oconee County Construction Manager, we have determined that a thirty ton unit and duct work is needed. The City Commission of Public Works will provide the needed electrical upgrades.

The gym was constructed over 20 years ago for the City recreation department use for basketball and other indoor activities. The gym construction included heat and insulation. Unfortunately, at the time there was not enough money available to install air conditioning. The gym is used year round. The City provides recreational activities after school and during the summer for the public. Please see the enclosed letters from the Westminster Recreation Director and City Clerk. The City of Westminster can not provide the necessary funds to install air conditioning and the Recreation Department conducts fund raising activities continuously to provide funds for operations. The Department does not have capacity or opportunity to raise all the funds needed for this type of project. The Department has assured me they will contribute with fund raising for the balance needed if this request is approved.

Basketball tournaments for all age groups are sponsored by Youth Basketball of America (YBOA) and the Amateur Athletic Union (AAU). These tournaments are during spring and summer months. They attract teams from all over the Southeast, in all age groups, both boys and girls teams. Seneca Recreation Department hosted a tournament recently and twelve of the thirty teams that played stayed in local hotels here in Oconee County. Westminster hosted this tournament two years ago, but the tournament sponsors decided not to play in Westminster again because the gym is too hot to play in. The Westminster Recreation Director took a photograph of the thermometer in the gym at that time in July and it was 102 degrees at mid-day.

With more local gyms available to play in during the summer will contribute to more tournaments coming to this county and more people staying overnight in County hotels. Right now Seneca is the only place these tournaments will play at in the County. On some weekends the Seneca Gym has other activities scheduled. If the Westminster gym was air conditioned, it would be available on those weekends and the tournaments could still come to Oconee County. These tournaments do bring in a lot of revenue for ATAX from the rooms used in local hotels.



415 S. Pine Street
 Walhalla, South Carolina 29931
 (864) 888-1488
www.oconee.com

OCONEE COUNTY PARKS, RECREATION & TOURISM

Your assistance on similar projects like the W. P. Anderson park Gazebo in Westminster, restrooms for the City of Walhalla Partners for progress, the pavilion at South Cove County Park, and the lights and P. A. System for Fair Oak Youth Center, which is the most similar to this request by providing an in County recreation program with funds to upgrade their baseball field, has provided facilities and facility upgrades needed to attract overnight visitors to our area. YBOA and AAU are national organizations who attract teams from all over and their presence in Oconee County will bring in the tourism dollars we need.

Any consideration will be greatly appreciated by the City of Westminster Recreation Department, the City of Westminster citizens, the Oconee County Recreation Committee, and the Oconee County Council. Myself and Herb Poole, Westminster Recreation Director, are both available to meet with the ATAX Commission to answer any questions you may have. Thank you for your time in reading this request and I look forward to hearing from you.

Greg Brock
 Oconee County Athletic Director
 (864) 723-5502

cc: Mr. Harry Hamilton, Oconee County Interim Supervisor
 Mr. Steve Moore, Oconee County Council Member District 1
 Mr. Kenny Johns, Oconee County Council Member District 2
 Mr. Bill Rinchart, Oconee County Council Member District 3
 Mr. Marion Lyles, Oconee County Council Member District 4
 Mr. Frank Ables, Oconee County Council Member District 5
 Vickie Satterfield, Oconee County PRT Director
 Oconee County Recreation Commission Members
 City of Westminster Recreation Department
 City of Westminster Mayor
 City of Westminster Council

Westminster Recreation Department
P.O. Box 399 City Hall
Westminster, S.C. 29693
(864)647-3208

March 29, 2004

ATAX COMMISSION

Dear ATAX Commission:

The Westminster Recreation Department is in desperate need of funds that would allow us to have air conditioning in our M.D. Cleveland Civic Center. Our civic center is open more than any other gym in Oconee County. The temperature inside the gym last year topped 102 degrees. Not only is this uncomfortable but it is also dangerous. The City of Westminster allocates only \$10,000 per year to operate our facilities and fund our programs. In order for us to attract teams for summer basketball tournaments we feel it is essential to get the air conditioning. Any assistance in this matter would be greatly appreciated. The Westminster Recreation Department will be responsible for any funds needed above the \$24,999 requested in order to complete the project.

Yours for better recreation,


Herbert L. Poolo, Jr.
Recreation Director

*City of Westminster
P O Box 399
Westminster, SC 29693
(864) 647-3202 Fax (864) 647-3204*

March 26, 2004

ATAK Commission

Dear Sirs:

The City of Westminster Recreation Department is seeking funds that would allow us to place air conditioning in our Civic Center. The Westminster Recreation Department receives minimal funding from the City. The bulk of funding is raised through donations raised by the Recreation Staff. We would like to have summer basketball tournaments here and simply can't do so due to the heat without air conditioning. This would bring a large number of people to Westminster and Oconee County during these tournaments. We would appreciate any help you could give us in funding this major expense.

Sincerely,

Sissy Richardson
City Clerk/Treasurer

COMMISSION OF PUBLIC WORKS

P.O. BOX 399

WESTMINSTER, SOUTH CAROLINA

(864) 647-3217

April 16, 2004

Greg Brock, Supervisor
Oconee County Recreation Department
413 South Pine Street
Walhalla, S.C. 29691

RE: Westminster Recreation Department

Dear Mr. Brock:

The Westminster Commission of Public Works is willing to serve the new 3 phase electrical Addition at the Westminster Recreation Department. The cost of materials is attached, labor and equipment will be furnished by the Westminster Commission of Public Works.

We will begin the installation of the new lighting system within the next three weeks. Lead time on the three phase materials is approximately 6 to 12 weeks.

Please let us know when you are ready to commit this project, materials have not been ordered.

Thank you for your help and assistance in this matter.

Sincerely,



Rhet A. Smith, Chairman
Commission of Public Works
Westminster, South Carolina
864-647-3200 office
864-647-3229 fax



April 20, 2004

Mr. Herb Poole
Westminster Recreation Department
98 Anderson Ave.
Westminster, SC 29693

Re: HVAC Installation for Gym

Best Services is pleased to provide you with the following proposal. We propose to install two Carrier Package air conditioners with rectangular duct outside the gym and spiral duct inside the gym. We will pour two concrete pads for the units.

One Carrier 507M-012-5 HQ 10 ton package air conditioner and one 507M-025-511QA 20 ton package air conditioner \$41,500.00

Electrical by Clemson Electric - \$ 5,155.00

Thank you for allowing us to quote this project for you, if you have any questions please give us a call.

Our South Carolina Mechanical License number is 105651.

Thank you,

A handwritten signature in black ink, appearing to read "Perry Sanders", is written over a printed name and title.

Perry Sanders
President



130 Leo Mountain Trl.
 Westminster, SC 29693
 864-647-0244

Web Address: www.Gobestingservice.com
 Email: sten@goheatingandlr.com

Estimate

DATE	ESTIMATE NO
4/23/2004	10

NAME / ADDRESS
Westminster Rec. Department Anderson Ave. Westminster, SC 29693

PROJECT

DESCRIPTION	QTY	COST	TOTAL
Install 2 20 ton & 10 ton, Rheem, 240 volt, 3 Phase, Package A/C units on left or right side of existing Gym with a 50" round trunkline going up inside wall and across gym ceiling with air exiting on both sides for both systems. Returns will be mounted on the inside wall on unit side of gym. Install 600 amp 3-phase over-head service meter base with service disconnects for each unit. Therms will be non-programmable digital mounted on gym wall with tamper protected covers. Equipment will have a 5 year parts & Labor warranty		49,113.00	49,113.00

Thank you for your business.	TOTAL	\$49,113.00
------------------------------	--------------	-------------



LE Heating & Air Conditioning
 130 Lee Mountain Trl.
 Westminster, SC 29693
 864-647-0244

Web Address: www.leswain.com
 Email: Sales@leswain.com

Estimate

DATE	ESTIMATE NO.
2/13/04	13

NAME / ADDRESS
Westminster Rec. Department #2

PROJECT

DESCRIPTION	QTY	COST	TOTAL
Install a 20 ton x 16 ton, Trane, 240 volt, 3 Phase, Package A/C Units set on left or right of existing Gym with 30" round TraneLine going up inside wall and across gym ceiling with Air exiting on both sides for both systems. Returns will be mounted the inside wall on unit side of gym. Install 400 amp 3-phase over head service meter base with service disconnects for each unit. Therms will be non-programmable digital and mounted on gym wall with Tamper protected cover. Equipment will have a 5 year parts & Labor warranty.		57,104.00	57,104.00

If I can serve you, Please call me any time at 647-0244. Thanks, Stan Lee	TOTAL	57,104.00
--	--------------	-----------

APR-29-04 12:15T AM

P. 81

Proposal

Page No. of Pages

**CAULEY HEATING
& AIR CONDITIONING CO.**
Commercial & Industrial Refrigeration
133 Cauley Drive
Westminster, SC 29683
(803) 667-5807

SUBMITTED TO WESTMINSTER REC		ROOM GYM	DATE 4-27-04
ANDERSON AVE		JOB NAME GYM	JOB LOCATION
DATE OF PLANS GRS	W. BROCK	FAX 238 4241	JOB PHONE

**SUPPLY - INSTALL (4) 7 1/2 TON 208/230V 3PH
SINGLE PACKAGE A/C UNITS WITH SCROLL
COMPRESSORS + COPPER COILS
RETURN AIR AT UNIT LEVEL
SIZE SUPPLY AIR from 3000CFM @ 3 static
at ceiling level
each unit to have (3) way air distribution
with 40' THROW**

quoted installed price
48,220⁰⁰

**3 ph electrical 200 AMP SERVICE MAIN
WITH RAINTIGHT DVC @ each unit** **5100⁰⁰**

The Proposer hereby to furnish material and labor - complete in accordance with above specifications for the sum of

amount to be made as follows: dollars (\$)
50% UPON UNIT DELIVERY BALANCE ON COMPLETION

The proposer is authorized to be as executed. All work to be completed in a workmanlike manner according to accepted practices. All drawings or technical information shall be the property of the proposer and shall be returned to the proposer upon completion of the work. The proposer shall be responsible for obtaining all necessary permits and licenses. The proposer shall be responsible for obtaining all necessary permits and licenses. The proposer shall be responsible for obtaining all necessary permits and licenses.

Authorized Signature: *Charles E. Cauley*
 You, the proposer may be withdrawn by us if not accepted within 30 days.

Acceptance of Proposal - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

Date of Acceptance: _____
 Signature: _____
 Signature: _____

Comments for County Council

June 1, 2004

(I-85 Project)

I want to thank Mr. Hamilton and County Council for inviting me to update them on what we are calling the I-85 Project and the impact it might have on Oconee County.

As I mentioned in a briefing to Council several weeks ago we lost the opportunity to compete for projects looking at the I-85 portion of the county because we did not have the water and sewer needed to support their operations. These projects carried 1100 jobs and \$440,000,000 in investment with them. Although I cannot predict if we might have won any or all three of these projects I do know when you do not compete you will not win. Although we have approximately 10,500 industrial and utility related jobs we have lost a number of textile related jobs and more are on their way elsewhere. In fact, Next Day Apparel will close on June 11 and their 36 employees will be looking for jobs.

The key to all the projects we are looking at is **jobs and investment**. We want jobs for our citizens and investments to

keep our taxes as low as possible; it takes a lot of effort to attract new investments and the jobs that go with the investments.

During that same council meeting I just mentioned, you voted to hold a referendum on August 3rd of this year to be able to use tax dollars to support projects to put water and sewer in a number of areas of the county. The use of tax dollars will allow water and sewer projects to take place in the future as Council sees appropriate. This referendum is not just for the I-85 project; it is about the future of the county water and sewer needs. In due time a number of water and sewer projects that have been identified will be required; the use of septic tanks is becoming more and more of a challenge everyday. Federal and state regulations are pushing to have more folks connected to sewer lines to keep our lakes and river pristine and it is less expensive to put the lines in before development occurs.

In several weeks, you will receive a report from your Infrastructure Task Force chaired by Councilman Marion Lyles, about the Infrastructure Master Plan that they have been working on for over two years. That plan will recommend between 15 and 20 water and sewer projects that will help provide water and sewer to many areas of the county that need this infrastructure.

Now to the I-85 Project. I plan to describe the project, remind you why it is needed, suggest a time frame, provide an estimated cost, and indicate some of the possible funding sources. While doing this I believe I will also touch on many of the questions that Ms. Donna Linsin posed in several local newspapers recently.

This project that will improve the capability to have more water and provide sewer lines to many areas in the southern part of Oconee County. It is currently planned as a 10-12 year project that would be completed as funds become available and if appropriate. As time passes we may find other projects that have a higher priority.

Phase I would include a new expandable 0.5 million gallon per day wastewater treatment plant to serve approximately 14 miles of the I-85 region of Oconee and Anderson counties. I mention Anderson County because contacts with our US Senator and US Representative about possible funding assistance indicate that it would be very difficult to support a project serving just one county. This first phase would also provide sewer service to Exit 1 (Hwy 11), the SC DOT Welcome Center and the northern portion of Exit 2 (Hwy 59). The project would also include improving the water

system capabilities in this region. By doing all of the items just mentioned I believe we will have a number of new commercial and industrial opportunities. I also believe these infrastructure improvements will offer better fire protection and the possibility of lower insurance rates.

Phase I will provide 46,000 feet of sewer lines and two lift stations, 41,000 feet of water mains and a new 0.5 MGD wastewater treatment facility. It is expected this phase would require approximately between 2 ½ and 4 years to complete and will cost approximately \$13,667,000. The estimated cost does include an inflation factor so hopefully we will not get any major changes in costs during the project.

Phase II provides sewer service to the southern side of Exit 2, Exit 4 (Hwy 243), Exit 11 (Hwy 24) and Exit 14 (Hwy 187). In addition it will improve the water capabilities in these areas. Phase II brings 86,000 feet of sewer line and 76,500 feet of water mains at an estimated cost of \$11,573,000. It is expected that it will take 2 years to complete this phase.

Phase III will bring sewer service to the Upper Cleveland Creek area and include 62,000 feet of sewer lines. The cost of this phase is approximately \$3.1 M and will take 2 years to complete.

Phase IV provides sewer service to the property adjacent to the Welcome Center if appropriate and I say if appropriate because it depends on the Corps of Engineers releasing the property. This phase is estimated to cost \$835,000 and provides sewer lines and lift stations. It is estimated this phase would require one year to complete.

The last phase of the project, Phase V, would provide sewer service along Hwy 11 north of I-85. It would include approximately 9,000 feet of sewer lines and cost approximately \$1.6 M. It is believed this project would take one year to complete. Again this project would only be adapted after review and approval of County Council in 2011 under the current proposed schedule.

Since I am sure someone has been adding up all the numbers I have mentioned the total is \$30.2M based on current information available and it does include estimated costs of funds accounting for moderate inflation.

The next main question is where the funds come from to complete these projects. We have been working on this for several years and believe there are several possible sources but all require that Oconee County be a player in providing funds. We have been working with the **SC DOT** to partner on approximately \$2.6M to help in Phase I. I have contacted the **Appalachian Council of Governments** to seek funds from the **Appalachian Region Commission** and believe we can get approximately \$500,000 from them for this project. We, with the support of our local legislative delegation, think there will be additional funds available from the state since this is a multi-year project. I have had personal contact with Senator Graham and Representative Barrett and believe they will provide strong support for this multi-phase project. Again the fact that this is a multi-year project assists in asking for federal support. I have informally requested \$5,000,000.

Locally there are several ways to provide Oconee County's share of this project. That would include the possibility of creating a **Special Tax District** that includes the unincorporated areas of the county. This method could provide approximately \$525,000 to support a \$4.4 M bond. This \$4.4 M comes from adding 3 mills to our tax bill. That equates to \$6.00 per year on a \$50,000 house and

\$12.00 a year on a \$100,000 house. For those of you with a \$1,000,000 house your additional tax would be \$120.00 a year.

There are other methods of raising our share of the dollars needed for this project. They include the possibility of creating a **Special Purpose District, using County-Wide Taxes, having a referendum for a Local Option Sales Tax, using Revenue Bonds, or using Fee-In-Lieu monies.** These are all methods that must be considered. I do not pretend to be an expert in any of these but I do want to mention one that I know has worked in a number of other SC counties. That is a Local Option Sales Tax. This adds a one percent sales tax but from this one percent sales tax 70% of the revenues received must be applied to property tax relief. This tax spreads the tax burden to all citizens, not just property owners and it also allows visitors to help pay for our needs. A conservative estimate indicates that we would receive approximately \$1.0 M per year after reducing the property taxes. Each of these various methods of funding needs to be reviewed before determining which one, or combinations, allow the best use of county funds.

I know there are still many questions about this project but I do know we have spent a great deal of time and effort to check on

why, how and when this project can be undertaken. I believe I have been called the cheerleader for this project. There is no question I am a cheerleader but it is only after 4 years of review and numerous discussions that I am sure this opportunity to develop our portion of I-85 is worth your tax dollar, and mine, to help Oconee County move forward.

Before I close I want to touch on two other topics. The first is who pays a majority of our taxes since that always appears to be a concern. Of the \$71,749,292.42 collected in taxes so far this year the top 30 tax payers paid \$30,568,000 or 42.6%. Of that \$30 plus million, \$29.3 M was paid by our manufacturing and utility companies. That added to the 10,500 jobs they provide tells me we need to keep trying to bring additional manufacturing investments to our communities in Oconee County while thanking our utility companies for their fantastic support and investments in our region.

Finally I know that the committee being formed to review the questions associated with the referendum of August 3rd will provide additional detail for the voters to consider. I sincerely hope the citizens will find this referendum needed and affordable. Thank you.

City of Westminster
P.O. Box 399
Westminster, SC 29693
(864) 647-3202 Fax (864) 647-3204

Approved by
Commissioner
5/17/04
received
4-1-04

March 29, 2004

Honorable Harry Hamilton
Oconee County Supervisor
Oconee County Council
415 South Pine Street
Walhalla, SC 29691

Dear Supervisor Hamilton and Members of County Council:

The City of Westminster respectfully requests that the Westminster Recreation Department be granted an additional \$5,000.00 that we understand is available for Recreation. The money is needed to help fund our fall sports program. We would use these additional funds to pay for football jerseys, soccer jerseys and fall baseball uniforms.

Please express our appreciation to the entire Oconee County Council for their support in past years and we thank you for your consideration of this additional grant this year.

Sincerely,


C. F. Tom Green
Mayor

CFG/st

For football, soccer, fall baseball uniforms

OCONEE COUNTY
FUNDS APPLICATION
FOR
ORGANIZED YOUTH RECREATION

Approved
by committee
5/12/14

1. APPLICANT

Name of Organization F.A.R. OAK Youth Center Inc.

Address PO Box 212 F.A.R. Hwy SC 29643

2. DISTRICT FUNDS REQUESTED

Amount of funds requested \$5,200.00

Itemized budget for District Funds are requested (attach additional sheets if necessary)

3. NARRATIVE PROJECT DESCRIPTION

Baseball Field improvements
see Attached quote

4. APPROXIMATE DATES OF PROJECT

Beginning June 09 Ending June 09

5. APPLICANT CATEGORY

Non-profit Organization: Incorporation date _____
(Must be recognized by the State of South Carolina)
 Elected Organization under IRS Code: IRS# 58-2322932

for new sand grass - bermuda

Approved Budget Ordinance amount for bid item: \$273,000.00

I hereby certify that to the best of my knowledge
this tabulation of bids is correct.

Marianne Dillard
Procurement Director

Bidders	Blanchard Machinery	Van Loft Inc	Liebherr Eq Source
Address	Simpsonville, SC	Simpsonville, SC	Raleigh, NC
Base Bid Track Loader	208,542.00	192,750.66	no bid
Less Trade-In	(6,250.00)	(10,000.00)	
Option 2 Ex: Warranty	2,850.00	5,340.00	
Option 3 Rear Ripper	11,498.00	9,869.75	
Subtotal	216,740.00	197,960.41	
S. C. Sales Tax	300.00	9,631.02	
Total	217,040.00	207,591.43	
Option 1 Buyback	w/40hp 85,000.00	no bid	
Make and Model	Cat 963C	John Deere 755C	
Delivery	10-22 weeks	60 days	
	Sales Tax based on horsepower		

OCONEE COUNTY PROCUREMENT OFFICE
415 S. PINE STREET, ROOM 10
WALHALLA, SC 29691

Marianne Dillard, Procurement Director
Ann Albertson, Senior Buyer
Danna McAuliffe, Buyer

Telephone: 864-638-4141
Fax: 864-638-4142

MEMORANDUM

TO: Marianne Dillard
FROM: Ann Albertson
DATE: May 12, 2004
RE: Bid 03-12, Track Loader

Hoyt Orr and Lee Davis gave the following recommendation for the track loader:

Blanchard Machinery, Cat 963C to include Option 2 (extended warranty) and Option 3 (rear ripper) for a total of \$217,040.

Blanchard's bid is \$9,448.57 higher than Van Lott's. Lee Davis feels that a large portion of the \$9,448.57 would be recovered over the life of the machine by savings realized by a feature unique to the Cat 963C where the pins and bushings do not have to be turned.



Hoyt Orr, Roads and Bridges Superintendent



Lee Davis, Vehicle Maintenance Superintendent

Approved Budget Estimate amount for bid item \$290,000.00

I hereby certify that to the best of my knowledge this tabulation of bids is correct.

Marguerite R. Bellard
 Procurement Director

Bidders	Blanchard Machinery	L B Smith Inc	Mitchell Dist Co	Van Lott Inc	Liebherr Eq Source
Address	Simpsonville SC	Columbia SC	Piedmont SC	Simpsonville SC	Raleigh NC
Base Bid Motor Grader	171,948.00	120,591.00	150,535.00	154,786.52	No Bid
Less Trade-In	-16,532.00	-1,500.00	-8,500.00	-10,000.00	
Option 2 Ext Warranty	3,990.00	2,850.00	3,693.00	3,990.00	
Subtotal	165,306.00	121,891.00	146,028.00	147,866.82	
S. C. Sales Tax	7,665.80	5,554.55	7,116.75	7239.84	
Total	182,971.80	127,845.55	153,144.75	155,126.86	
Option 1 Buyback	70,000.00	no bid	no bid	no bid	
Make and Model	Cat 140H	Volvo G7200	Komatsu G0355-1	John Deere 7700H	
Delivery	10 to 23 weeks	60 days	60 to 90 days	60 days	corrected Sales Tax

OCONEE COUNTY PROCUREMENT OFFICE
415 S. PINE STREET, ROOM 10
WALHALLA, SC 29691

Marianne Dillard, Procurement Director
Ann Albertson, Senior Buyer
Donna McShater, Buyer

Telephone: 864-638-4141
Fax: 864-638-4142

MEMORANDUM

TO: Marianne Dillard
FROM: Ann Albertson *aw*
DATE: May 12, 2004
RE: Bid 03-13, Motor Grader

Hoyt Orr and Lee Davis gave the following recommendation for the motor grader:

Blanchard Machinery, Cat 140H to include Option 1 (buyback - zero cost) and Option 2 (extended warranty) for a total of \$162,971.80.

Blanchard's bid is \$35,126.25 higher than the low bid (L. B. Smith, State Contractor). Lee Davis talked with J. B. Smith's references. Of the four references two have owned the Volvo one year, the others eight months and three months. They were satisfied with the Volvo but Lee and Hoyt feel these references reflect "new equipment" and "new owners". Per Hoyt the Volvo name has not been on a motor grader long - it is an update/change of the old Champion name brand.

Also Blanchard's buyback offered to the County, at no cost to the County, will be \$70,000 after 10 years/10,000 hours. If the County is considering a replace schedule for equipment this might be a good starting place.


Hoyt Orr, Roads and Bridges Superintendent


Lee Davis, Vehicle Maintenance Superintendent

OCONEE COUNTY ENGINEERING

365 AIRPORT ROAD
SENECA, SC 29678
864-882-2959 (P)
864-888-4803(F)

April 29, 2004

TO: Hoyt Orr, Roads Superintendent
FROM: Robert Banks, County Engineer
RE: DHEC LAND CLEARING ACTIVITIES PERMIT
Daveco Site / DAR Site

Per your request, I have obtained a proposal from Goldie and Associates to provide the necessary plans for submittal to DHEC in accordance with their Land Clearing Activities permitting process. The combined fee for their work should not exceed \$9,925.

Please be aware that no further grading work should commence until the proper permits have been obtained. If I can assist you further, please let me know.

Robert

Robert Banks
4/29/04

GOLDIE & ASSOCIATES

engineering, environmental,
and laboratory services

✓ 216 W. North Second St., Seneca, SC 29678
(864) 882-8194 • Fax (864) 882-0851

Post-It® Fax Note	7671	Date	Page #
To	Robert Banks	From	Alan Pope
Co./Dept		Co.	
Phone	888-4305	Phone 1	

April 26, 2004

Mr. Robert Banks
Deehee County Airport
165 Airport Road
Seneca, SC 29678

Re: Road Department Stockpile Site Near DAR School
Goldie & Associates Proposal 22-42

Dear Mr. Banks:

Per your request, Goldie & Associates is pleased to submit a proposed scope of services for the proposed road department stockpile site near Hwy. 11 and the DAR school. It is our understanding that the site has been timbered and will require a grading plan, storm water control plan and a sediment control plan. It is our understanding that we are only evaluating an approximate five-acre tract. We recommend the following scope of services for this project.

- Topographic survey of the affected area (approximately 5 acres)
- Develop a grading plan
- Design stormwater & Sediment control plan
- Submit plans to DHEC for review and permitting
- Coordinate DOT encroachment Permit

We recommend a budget of \$5,555.00. Attached please find a breakdown of the anticipated scope of work with the associated man-hours for the proposed work. The costs are in accordance with the engineer of record agreement dated July 31, 2003.

We can also provide additional services at the County's request.

- Coordinating portable water to the site
- Provide construction assistance of the site work
- Construction staking of the roads and other areas where grading is needed

If any of these services are desired, please let us know and we will be happy to discuss how we can assist you in these areas.

We appreciate the opportunity to provide you with our engineering services. If you have any questions or need additional information, please let us know. We look forward to working with you on this and other projects.

Sincerely,

GOLDIE & ASSOCIATES



Alan Pope, P.E.
Consulting Group Manager

15000 Main Street, Suite 200, Jacksonville, FL 32216

Project Scope & Budget

Road Department Stockpile Area near Hwy 11 DASH school
G&A Proposal # 22.42
April 26, 2004

Tasks	Wetland		Senior	Proj.	Survey	Design		Const.	Admin.	Total
	Principal	Dein.	Engr.	Man.	Crew	Design	Drafter	Observ.		
	\$80/hr	\$75/hr	\$70/hr	\$60/hr	\$85/hr	\$55/hr	\$40/hr	\$45/hr	\$25/hr	
Project Management and Coord.			10						1.0	\$725
Site Visit/Meeting with County			4							\$280
Survey					12		4			\$1,180
Design/Drafting			5			24	24			\$2,840
Regulatory Submittals			4						4.0	\$380
Misc. Expenses										\$150
Total:										\$5,555

GOLDIE & ASSOCIATES

engineering, environmental
and laboratory services

320 W. North Second St., Seneca, SC 29678
(864) 882-8294 • Fax (864) 882-2851

Post-it® Fax Note	7671	Date	4/28	Page	3
To	Robert Banks	From	Alan Payne		
OutDate		Co.			
Project	File 888-4203	Notes			

Mr. Robert Banks
Orange County Airport
365 Airport Road
Seneca, SC 29678

April 27, 2004

Re: DAVCO Site Grading Plan
Goldie & Associates Proposal 2248

Dear Mr. Banks:

Per your request, Goldie & Associates is pleased to submit a proposed scope of services for the proposed grading and clearing activities at the DAVCO site on wells highway. It is our understanding that the site has been timbered and will require a grading plan, storm water control plan and a sediment control plan. It is our understanding that we are only evaluating an approximate four to five-acre tract. We recommend the following scope of services for this project.

- Import existing 5' SL&W topography of the site
- Develop a rough grading plan
- Design stormwater & Sediment control plan
- Submit plans to DHEC for review and permitting

We recommend a budget of \$4,375.00. Attached please find a breakdown of the anticipated scope of work with the associated man-hours for the proposed work. The costs are in accordance with the engineer of record agreement dated July 31, 2002.

We can also provide additional services at the County's request.

- Provide construction assistance of the site work
- Construction staking of the roads and other areas where grading is needed

If any of these services are desired, please let us know and we will be happy to discuss how we can assist you in these areas.

We appreciate the opportunity to provide you with our engineering services. If you have any questions or need additional information, please let us know. We look forward to working with you on this and other projects.

Sincerely,

GOLDIE & ASSOCIATES



Alan Pope, P.E.
Consulting Group Manager

4300 Maplecrest Lane, Suite 200, Jacksonville, FL 32216-3300 (313) 444-1111

Project Scope & Budget

DAVCO Site Grading Plan
 G&A Proposal # 22.48
 April 27, 2004

Tasks	Principal	Wetland	Senior	Proj.	Survey	Design	Design	Const.	Admin.	Total
	\$80/hr	\$75/hr	\$70/hr	\$60/hr	\$65/hr	\$55/hr	\$40/hr	\$45/hr		
Project Management and Coord.			10						1.0	\$720
Site Visit/Meeting with County			4							\$280
Design/Drafting			6			24	24			\$2,340
Regulatory Submittals			4						4.0	\$360
Misc. Expenses										\$150
Total:										\$4,370

**OCONEE COUNTY COUNCIL
ORDINANCE 2004-16**

AN ORDINANCE AMENDING ORDINANCE 2002-14, AN ORDINANCE AMENDING ORDINANCE 2001-05, AN ORDINANCE FOR THE PURPOSE OF ESTABLISHING A LOCAL ACCOMODATIONS TAX TO APPLY TO ALL ACCOMMODATIONS LOCATED IN OCONEE COUNTY.

BE IT ORDAINED BY THE OCONEE COUNTY COUNCIL, in session, duly assembled with a quorum present and voting, that Ordinance 2002-14, Section 5, is hereby amended to read as follows:

The County Council shall distribute the Local Accommodations tax collected and placed in the "County of Oconee Local Accommodations Tax Special Revenue Fund" to be used for tourism-related capital projects, the support of tourism and tourist services in a manner that will best serve the tourists from whom it was collected including being pledged as security for indebtedness issued by the County for public purposes. It shall be the responsibility of the County Council to ensure that any and all money expended from the "County of Oconee Accommodations Tax Special Revenue Fund" shall be spent as follows: Fifty (50%) percent shall be distributed to the Oconee County Recreation Commissioner for the following purposes: (1) tourism - related buildings, including, but not limited to, civic centers, coliseums, and aquariums; (2) cultural recreational or historical facilities; (3) beach access and renourishment; (4) highways, roads, streets and bridges providing access to tourist destinations; (5) advertisements and promotions related to tourist development; or (6) water and sewer infrastructure to serve tourism related demand. All expenditures must be approved by County Council.

OCONEE COUNTY COUNCIL

ORDINANCE 2004-13¹

AN ORDINANCE TO AMEND ORDINANCE 99-14, THE OCONEE COUNTY PERFORMANCE STANDARDS ORDINANCE

BE IT ORDAINED BY THE OCONEE COUNTY COUNCIL, in session, duly assembled with a quorum present and voting, that Ordinance 99-14, the Oconee County Performance Standards Ordinance is hereby amended as follows:

Section 6.7.8. Road Construction. Sub-Sections b and c are hereby amended to include the following language:

b. The minimum Macadam base course for all roads shall consist of type #2 crushed gravel aggregates compacted on the roadway to a depth of not less than five (5) inches. Compaction of the aggregate shall comply with the standards put forth in Section 6.7.8.1.

c. Local Roads - When hot mix is going to be applied, specifications for set up and primer are same as for surface treatment. Asphalt shall be applied at no less than two (2) inches compacted of type as specified by the County's Chief Administrative Officer.

APPROVED on FIRST READING this _____ day of _____, 2004, by a vote of:

_____ YES

_____ NO

OPAL O. GREEN, CLERK

APPROVED on SECOND READING this _____ day of _____, 2004, by a vote of:

_____ YES

_____ NO

OPAL O. GREEN, CLERK

APPROVED on THIRD READING this _____ day of _____, 2004, by a
vote of

_____ YES

_____ NO

HARRY HAMILTON
Oconee County Supervisor
Oconee County Council

Attest:

OPAL G. GREEN, CLERK

OCONEE COUNTY COUNCIL

ORDINANCE 2004-15

AN ORDINANCE AMENDING ORDINANCE 97-14, THE OCONEE COUNTY POLICIES AND PROCEDURES MANUAL, SPECIFICALLY SECTIONS 3-1, 3-4, AND 3-5.

BE IT ORDAINED BY THE OCONEE COUNTY COUNCIL, in session, duly assembled with a quorum present and voting, that Ordinance 97-14 is hereby amended as follows:

1. Policy Number 3-1 of the Oconee County Policies and Procedures Manual is hereby amended as follows:

The section discussing Red Circle Pay Rate is hereby deleted and the following language is substituted therefore:

Red Circle/Frozen Pay. Red Circle Pay is a rate of pay for an individual employee which has been frozen at his/her current salary. An individual may acquire a red-circle pay rate as a result of reduction in grade or salary rate. The salary may remain frozen at the current level until the maximum of the grade surpasses the current salary, unless otherwise authorized in writing by the County Administrator.

2. Policy Number 3-4 of the Oconee County Policies and Procedures Manual is hereby amended as follows: The language under Grade Determination is hereby deleted and the following is substituted therefore:

The salary of an employee promoted or reclassified from one grade to another having a higher overlapping pay range shall be adjusted to the minimum of the new range or to four percent (4%) above his/her old salary, whichever is higher unless a different increase is authorized in writing by the County Administrator. The reclassification of a position to a grade having a lower pay range shall not result in a reduction of his/her salary unless otherwise authorized in writing by the County Administrator.

The reassignment of an employee to a position in the same grade or to a position in a different grade with the same pay range shall not change the employee's salary unless otherwise authorized in writing by the County Administrator.

3. Policy Number 3-5 of the Oconee County Policies and Procedures Manual is hereby deleted and the following language substituted therefore:

Section on grade determination is hereby deleted and the following language is substituted therefore: An employee given a demotion to a position in a different grade with a lower minimum salary may be reduced in pay four percent (4%) or to the maximum pay range, whichever is lower, for the grade to which he/she is demoted unless otherwise authorized in writing by the County Administrator.

An employee who voluntarily takes a demotion to a position in a different grade with a lower minimum salary range may be reduced in pay four percent (4%) or to the maximum of the pay range, whichever is lower, for the grade to which he/she has voluntarily been demoted to, unless otherwise authorized in writing by the County Administrator.

lateral Transfers:

Lateral transfers are not normally made, unless in the sole opinion of the County Management, it is in the best interest of the County's operation to do so. A lateral transfer is a transfer of an employee from one position in a salary grade to a different position in the same salary grade. Salary increases are not normally granted in such situations unless otherwise authorized in writing by the County Administrator.

OCONEE COUNTY COUNCIL

ORDINANCE 2004-13

AN ORDINANCE TO MAKE THE OCONEE COUNTY FINANCE DIRECTOR, THE OCONEE COUNTY DELINQUENT TAX COLLECTOR, AND THE EMPLOYEES OF THE OCONEE COUNTY DELINQUENT TAX OFFICE CODE ENFORCEMENT OFFICERS AND TO ASSIGN THEIR DUTIES AS CODE ENFORCEMENT OFFICERS

SECTION I: Title

The title of this Ordinance shall be "An Ordinance to Make the Oconee County Finance Director, the Oconee County Delinquent Tax Collector, and the Employees of the Oconee County Delinquent Tax Office Code Enforcement Officers and to Assign Their Duties as Code Enforcement Officers."

SECTION II: Duties

The Oconee County Finance Director, the Oconee County Delinquent Tax Collector and employees of the Oconee County Delinquent Tax Office are hereby appointed Code Enforcement Officers with the power to enter public and private property for purposes of posting notices and executions related to or pertaining to delinquent taxes and seizing personal property upon which delinquent taxes are owed.

SECTION III: Enforcement

It shall be a violation of this Ordinance to interfere with a Code Enforcement Officer in the performance of his or her duties as set out in Section II above. Any person interfering with a Code Enforcement Officer in the performance of his or her duties as set forth in Section II of this Ordinance shall be deemed guilty of a misdemeanor and shall for every offense, be punished by imprisonment in jail not to exceed thirty (30) days or a fine not to exceed Five Hundred (\$500.00) Dollars. The Magistrate of Oconee County shall have the authority to issue a bench warrant in the enforcement of this Ordinance.

APPROVED on FIRST READING this _____ day of _____, 2004, by a
vote of:

_____ YES

_____ NO

OPAL O. GREEN, CLERK

APPROVED on SECOND READING this _____ day of _____, 2004, by
a vote of:

_____ YES

_____ NO

OPAL O. GREEN, CLERK

APPROVED on THIRD READING this _____ day of _____, 2004, by a
vote of:

_____ YES

_____ NO

HARRY HAMILTON
Oconee County Supervisor
Oconee County Council

Attest:

OPAL O. GREEN, CLERK